



Jefferson County Health Department

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Agenda

Jefferson County Board of Health
1541 Annex Road, Jefferson, WI 53549
Health Department Conference Room

January 16, 2013

1 p.m.

Board Members

Ed Morse, Chair, Dick Schultz, Vice-Chair, Marie Wiesmann, RN, BSN, Secretary
John McKenzie, Don Williams, MD

1. Call to order
2. Roll Call/Establishment of a Quorum
3. Certification of Compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment
6. Approval of September 19, 2012 Board Meeting Minutes
7. Communications
8. Financial Report
 - a. Income Statement
9. Operational Update of the Environmental Health Program
10. Public Health Preparedness
 - a. Capabilities Assessment and Training
 - b. 2012 Exercise
11. Public Health Program and Review of Statistics
 - a. Communicable Disease Cases Reported
 - b. Bureau of Transportation Car Safety Seat Grant
 - c. Interstate Postgraduate Medical Association Immunization Grant
 - d. Infrastructure Mini-Grant
12. Personal Care Program and Review of Statistics
 - a. Bad Debt Report
13. Director's Report
 - a. Included in Packet
 - b. Report on Building Safety & Alerting System
14. Status of Rock River Free Clinic and Community Dental Clinic
15. Next Meeting Date/Time/Agenda Items: March 20, May 8, July 17, September 18, November 20, 2013
16. Adjourn

The Board may discuss and/or take action on any item specifically listed on the agenda.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 24 hours prior to the meeting so appropriate arrangements can be made.

Jefferson County Board of Health
Meeting Minutes – September 19, 2012
Jefferson County Health Department Conference Room
1541 Annex Road Jefferson, WI. 53549

Call to order

E. Morse called the meeting to order at 1:00 p.m.

Roll Call/Establishment of a Quorum

Quorum established

Board Members Present: Ed Morse, Chair; Dick Schultz, Vice-Chair; Marie Wiesmann, Secretary; John McKenzie; Dr. Don Williams

Staff Present: Gail Scott, Director; Diane Nelson, Public Health Program Manager; Sandee Schunk, Clerical/Recorder

Guests Present: John Molinaro, County Board Chairman

Certification of Compliance with the Open Meetings Law

Meeting was properly noticed.

Review of the Agenda

G. Scott requested that the presentation on the Bureau of Transportation Car Safety Seat Grant by Mary Stearns, Public Health Nurse, be moved to accommodate her availability to speak while on a break from the Well Child Clinic.

Public Comment

None

Approval of July 18, 2012 Board of Health Meeting Minutes

Motion made by D. Schultz to approve the minutes as written; second by M. Wiesmann; motion carried.

Communications

J. Molinaro announced that the Jefferson County flu vaccine contact information was announced on CBS news.

Financial Reports

a.) Income Statement

G. Scott reviewed the "Statement of Revenue and Expenditure Report" for 01/01/2012 – 07/31/2012.

b.) 2013 Budget

G. Scott reported that the 2013 initial budget was presented to the Finance Committee on September 12, 2012. The budget was tentatively approved by the committee.

J. Molinaro reported that this morning the 2013 budget was approved to be passed on to the County Board for review.

Public Health Program: Overview of 2011 – 2012 Bureau of Transportation Car Safety Seat Grant

Mary Stearns, Public Health Nurse, gave an update on the grant and reported that 4 out of 5 car seats are incorrectly installed. The grant will end September 30, 2012 with total funding of \$4,000.00 for car seat purchases and installation supplies. Car seats are installed by 3 Health Department National Highway Transportation Safety Association certified technicians whom receive ongoing training and recertification. Instructions are given to parents/caregivers on the safest way to transport children and they must demonstrate their understanding of proper car seat use. More people are coming to the Health Department to have their car seats checked. Statistics are reported monthly to G. Scott. Statistics show that

car seat use has reduced substantial injury to children by 71%. Handouts were reviewed with information on 40 years of progress for child passenger protection and “Wisconsin Law & Best Practice Guidelines” for car seat recommendations by child age and/or weight. Dr. D. Williams requested the guideline be shared with Fort HealthCare by e-mail. G. Scott reported that a new car safety seat grant will be applied for in the amount of \$5,000.00 in the near future.

Operational update of the Environmental Health Program

G. Scott reported that E. Morse, G. Scott and E. O’Brien, Sanitarian, spoke to homeowners at a home visit regarding the ongoing smell complaint at Creekwood Farms (chicken and egg cracking business). The DNR is involved in this case along with 2 toxicologists from the State. Possible air sampling may be done to determine the severity of the complaint. G. Scott reported that the Environmental Health staff has been working with restaurants on permit/license issues and with temporary food stands. There was an issue with a mobile taco food truck in Fort Atkinson but that has been resolved as the business is now using a licensed food truck.

Public Health Preparedness

a.) 2012 – 2013 Grant Funding, Objectives and Contract with State

G. Scott reviewed the handouts for the new 11 month contract in the amount of \$54,660.00 (08/01/12 – 06/30/2013) and the scope of services to be provided under the grant.

b.) Subcontract with Alex Lichtenstein

G. Scott reviewed the handout to pay consultation fees of \$14,000 to Alex Lichtenstein out of the grant funding.

c.) 2012 Exercise

G. Scott reviewed the statistics of the Hazard Vulnerability Assessment 2012 – Dodge County, Jefferson County and the City of Watertown.

Public Health Program and Review of Statistics

..) Communicable Disease Cases Reported

D. Nelson reviewed the “Monthly Disease Incident Counts” report.

D. Nelson reported that there have been 10 confirmed cases of Pertussis through July.

D. Nelson reported that Tuberculosis follow-up is being done for a 9 month period on a client.

D. Nelson reported that a Jefferson County school district has three times the amount of immunization waiver forms filed than other school districts.

Dr. D. Williams reported that the Pertussis vaccine loses efficacy after 4 years which accounts for immunized people still getting Pertussis.

b.) Overview of 2011 – 2012 Bureau of Transportation Car Safety Seat Grant

This grant was discussed earlier on agenda.

c.) Interstate Postgraduate Medical Association Immunization Grant

G. Scott reviewed the handout regarding the acceptance of the \$15,000 grant to be shared with Dodge County. It was reported that \$7,500 will be used for coalition meetings; a seminar will be held with a professional speaker on adult immunizations; adult immunization rates in the community will be tracked; educational materials and books will be given to local medical clinics.

d.) Immunization 317 Fund Changes

G. Scott reported that effective October 1, 2012, local health departments will not be allowed to provide vaccinations to adults and children that have health insurance as they will be required to go to their healthcare provider. The health departments will still be able to vaccinate children with state supplied vaccine if they are covered under Medical Assistance (ForwardHealth) or are uninsured; influenza vaccines may be given to children during this flu season; Pertussis containing vaccines may still be given due to the Pertussis outbreak. Information has been sent to medical clinics and schools in Jefferson County.

e.) Community Health Assessment Update

G. Scott reviewed the handout. Discussion was held on obesity rates being 36 – 50% nationally.

Personal Care Program and Review of Statistics

G. Scott reported that a meeting was held with Care Wisconsin to assure satisfaction with the Personal Care Program coordinators that act as liaisons between Care Wisconsin and the staffing agencies. A meeting was also held with Source Point Staffing Agency to discuss ongoing services. Both agencies said they were very satisfied with Personal Care Program services provided by the Health Department. There may be changes in the state approved Managed Care Organizations serving the county.

Director's Report

a.) Included in Packet

G. Scott reported she also attended a meeting on expansion of bike trails in Jefferson County in the Waterloo area.

b.) Report on Building Safety & Everbridge Alerting System

G. Scott discussed the use of "Reverse 911" community alert system that can be sent to cell phones; tablets or e-mail. Residents need to sign up for the system. The system would cost approximately \$22,000.00 county-wide with an annual fee. A presentation is to be given by the County Infrastructure Committee. Upon receipt of more information, the Board of Health will be asked to support the alert system to be used for Public Health issues.

c.) Accreditation, Quality Improvement and Policy Development

G. Scott reported that all department policy and procedures are to be updated. Drafts will be presented to the Board of Health for review upon completion. The Health Department may be required to be accredited in the future.

Status of Rock River Free Clinic and Community Dental Clinic

G. Scott reported that most patients that visit the Rock River Free Clinic have chronic health conditions.

G. Scott reported that the number of patient visits have doubled in comparison to visits in 2011.

M. Wiesmann reported that Fort HealthCare is working to decrease the use of the Emergency Room with referrals to the Rock River Free Clinic and educate people that present to the Emergency Room regarding proper use.

Next Meeting Date/Time/Agenda Items (2012 – 2013 meeting dates: November 14, 2012; January 16, 2013; March 20, 2013; May 8, 2013; July 17, 2013; September 18, 2013; November 20, 2013)

Next scheduled meeting: Wednesday, November 14, 2012 at 1:00 p.m. in the Jefferson County Health Department Conference Room.

Any requests for specific agenda items should be submitted to G. Scott at gails@jeffersoncountywi.gov.

Adjourn

Motion to adjourn meeting at 2:30 p.m. by D. Schultz; second by J. Mckenzie; motion carried.

Respectfully submitted;

Sandee Schunk - Recorder

Jefferson County Health Department
Statement of Revenues & Expenditures
01/01/2012 - 11/30/2012

	YTD Actual	Prorated Budget	Annual Budget	YTD Variance
REVENUE				
Personal Care Medical Assistance	291,407.64	325,128.00	353,400.00	-33,720.36
Personal Care Private Pay	44,908.50	14,904.00	16,200.00	30,004.50
Personal Care - Care WI Private Pay	538,176.42	588,842.32	640,046.00	-50,665.90
Personal Care Human Services	61,326.00	61,824.00	67,200.00	-498.00
Personal Care Other Revenue	100.00	94.76	103.00	5.24
Personal Care Prior Year Revenue	0.00	0.00	0.00	0.00
Personal Care WIMCR take back	0.00	0.00	0.00	0.00
Total Personal Care	935,918.56	990,793.08	1,076,949.00	-54,874.52
Women Infants & Children	290,783.53	297,224.40	323,070.00	-6,440.87
Public Health Fee for Service	62,143.34	157,389.92	171,076.00	-95,246.58
Public Health Grant Income	168,113.79	84,986.84	92,377.00	83,126.95
Total Public Health	230,257.13	242,376.76	263,453.00	-12,119.63
Total Income	1,456,959.22	1,530,394.24	1,663,472.00	-73,435.02
EXPENSE				
Personal Care Salary & Benefits	89,031.59	93,727.76	101,878.00	-4,696.17
Personal Care Contracted Services	828,130.24	885,603.04	962,612.00	-57,472.80
Personal Care Operating Expense	12,037.12	11,462.28	12,459.00	574.84
Total Personal Care	929,198.95	990,793.08	1,076,949.00	-61,594.13
WIC Salary & Benefits	241,832.44	244,321.64	265,567.00	-2,489.20
WIC Contracted Services	7,899.58	8,280.00	9,000.00	-380.42
WIC Operating Expense	41,051.51	44,622.76	48,503.00	-3,571.25
Total WIC	290,783.53	297,224.40	323,070.00	-6,440.87
Public Health Salary & Benefits	842,868.07	833,012.16	905,448.00	9,855.91

Public Health Contractual	46,934.75	52,440.00	57,000.00	-5,505.25
Public Health Operating Expense	138,796.40	157,895.92	171,626.00	-19,099.52
Capital Equipment	0.00	0.00		0.00
Total Public Health	1,028,599.22	1,043,348.08	1,134,074.00	-14,748.86
Total Expense	2,248,581.70	2,331,365.56	2,534,093.00	-82,783.86

SUMMARY

Total Income	1,456,959.22	1,530,394.24	1,663,472.00	-73,435.02
County Funding Tax Levy	800,971.32	800,971.32	870,621.00	
Prior Year Applied Funds (Preparedness)	32,924.04	32,924.04	35,787.00	
Total Revenue	2,290,854.58	2,364,289.60	2,569,880.00	-73,435.02
Total Expenditures	2,248,581.70	2,331,365.56	2,534,093.00	-82,783.86
Net Surplus (Deficit)	42,272.88			9,348.84

Public Health Program Statistics 2012

Public Health Statistics	2011	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	2012
Blood Lead Level Screenings	757	56	71	54	60	65	60	94	49	60	65	68	51	753
Blood Lead Level ($\geq 10\mu\text{g/dL}$)	13	0	0	0	0	2	1	0	2	2	0	1	1	8
Car Safety Seat Inspections	63	1	12	15	15	14	17	3	17	13	10	21	8	146
Communicable Disease Cases	233	39	29	29	25	19	27	34	34	18	30	21	21	326
County Jail Client Visits	4075	347	333	336	323	379	359	441	467	299	295	308	335	4222
EH Dept. of Ag Agent Inspections														
EH Dept. of Health Agent Inspections														
Nuisance Complaints														
Fluoride Clients	113	6	8	14	4	6	9	5	9	3	3	9	0	76
Fluoride Varnish Contacts	98	8	6	2	12	1	4	0	0	10	0	8	0	51
Health Education Attendees	302	10	2	318	0	4	26	43	26	33	52	5	2	521
Health Education Sessions	39	5	3	11	2	1	2	3	5	4	2	1	0	39
Hearing & Vision Screening in Schools	792	0	0	0	0	0	0	0	0	0	0	0		0
Immunizations Given	3872	172	184	160	116	162	187	255	508	574	1010	365	158	3851
Immunization Clients	2240	91	90	77	69	95	100	120	235	311	759	259	111	2317
Mental Health CSP Visits	690	61	54	61	54	64	58	58	52	56	71	61	57	707
Office Clients Blood Pressures	57	2	3	1	2	5	3	18	6	27	13	11	22	113
Office Clients Mental Health Meds	72	12	5	6	5	5	5	6	5	4	5	6	7	71
Office Clients TB Skin Tests	423	104	31	40	15	33	25	38	40	37	23	16	15	417
Paternity Tests	281	8	33	39	31	34	20	22	6	17	27	30	8	275
PHN Well Water Samples	121	6	7	1	1	5	18	10	9	6	6	13	6	88
Pregnancy Tests	71	9	13	7	8	4	6	15	5	2	10	8	9	96
Public Health Contacts	4266	452	377	421	414	436	475	496	494	289	316	355	262	4787
Well Child/HealthCheck Clinic	326	10	24	22	26	24	36	29	42	31	23	16	6	289
WI Well Woman Program Clients	119	15	7	19	7	9	7	9	15	12	19	12	8	139
WIC Monthly Caseload Average	1,572	1597	1578	1536	1579	1573	1546	1579	1563	1521	1567	1551	1476	18,666
WIC Breastfeeding Peer Support Visits*	1204	110	96	98	75	82	89	43	110	74	92	94	78	1041
*Program started in Aug 2010														
Early Lead intervention Contacts		7	20	56	9	3	6	85	72	0	0	0	0	

**Jefferson County Health Department
2012 Personal Care Program Statistics**

	Total 2011	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total 2012
Admissions	53	5	5	2	10	10	2	2	3	5	2	10	0	56
Discharges	59	6	2	5	3	11	5	6	7	9	2	4	0	60
Personal Care RN Visits	169	21	14	13	19	17	16	14	17	12	10	17	12	182
CBRF Hours	592	0	0	0	0	0	0	0	0	0	0	0	0	0
CBRF Clients	3	0	0	0	0	0	0	0	0	0	0	0	0	0
St. Coletta Hours	10,986	846	769	998	931	1,051	983	928	954	920	843	770	825	10,818
St.. Coletta Clients	15	14	13	16	16	16	15	15	15	15	14	15	15	15
MA Card Hours	8,118	739	670	719	656	608	699	722	756	734	737			7,040
MA Card Clients	11	9	9	9	9	11	9	9	10	10	9			9
Elderly Service Hours	2,301	213	226	207	196	244	195	198	205	194	238			2,116
Elderly Service Clients	31	29	30	29	29	32	26	26	27	27	28			28
Private Pay Hours	820	118	129	113	199	221	234	202	205	180	167			1,768
Private Pay Clients	15	18	18	19	17	17	15	18	16	17	14			1,579
COP Hours	362	40	48	28	29	34	42	38	37	33	42			371
COP Clients	5	6	6	5	4	5	6	5	5	5	4			5
Care WI Hours	28,248	2,698	2,550	2,757	2,604	2,750	2,542	2,539	2,579	1,933	2,117			25,069
Care WI Clients	79	75	77	75	77	83	79	75	75	70	71			76
Total Hours	51,427	4,654	4,392	4,822	4,615	4,908	4,695	4,627	4,736	3,994	4,144	770	825	47,182

Jefferson County Health Department
January 9, 2013

Personal Care Program Accounts Receivable Adjustments

<u>NAME</u>	<u>ACCOUNT NUMBER</u>	<u>DEBT</u>
LG	#4752	\$1887.00(2010)
RH	#4528	\$340.00(2010)

Director/Health Officer's Monthly Report

Gail M. Scott, RN, BSN

Updated to 12/31/12

September 2012	
Administration	<ul style="list-style-type: none">✓ WALHDAB Meeting✓ Department Head Meeting✓ Trail Initiative Meeting✓ Clean Sweep✓ Board of Health Meeting✓ Meeting with Legislative candidate for education✓ Jefferson County Interagency Committee Meeting✓ Healthy Communities Meeting✓ Community Health Assessment Meeting
Preparedness/Emergency Response	<ul style="list-style-type: none">✓ Preparedness Meeting✓ Capabilities Meeting
Communicable Disease Control	<ul style="list-style-type: none">✓ Surveillance of communicable diseases✓ Immunization Grant
Personnel Management	<ul style="list-style-type: none">✓ Filling of Jail LPN open position✓ Human Resources meeting regarding salary study
Consolidated Contracts	<ul style="list-style-type: none">✓ Cribs for Kids Meeting
Access to Care	<ul style="list-style-type: none">✓ Community Dental Clinic Board Meeting
Environmental Health	<ul style="list-style-type: none">✓ Meeting with Sanitarian to review EH issues
Budget	<ul style="list-style-type: none">✓ Development of 2013 Budget✓ Budget Hearing
Students	<ul style="list-style-type: none">✓ EH Presentation to UW-Madison Nursing Students✓ Meeting with Edgewood College Students

October 2012	
Administration	<ul style="list-style-type: none">✓ WALHDAB Meeting✓ Department Head Meeting✓ Health Officer Briefing
Preparedness/Emergency Response	<ul style="list-style-type: none">✓ Preparedness Meeting✓ PIO Training with Dr. Vincent Covello
Communicable Disease Control	<ul style="list-style-type: none">✓ Immunization Coalition Meeting
Personnel Management	<ul style="list-style-type: none">✓ Human Resources Meeting for Salary Study✓ Meeting with S. Schunk regarding Salary Study✓ PHN Staff Meeting
Consolidated Contracts	<ul style="list-style-type: none">✓ Child Death Review Team Meeting✓ Children's Health Alliance Meeting
Access to Care	<ul style="list-style-type: none">✓ Community Dental Clinic Meeting with the Wisconsin Dental Association
Healthy Lifestyles	<ul style="list-style-type: none">✓ Substance Abuse Prevention Meeting✓ Waterloo to Watertown Bike Trail Meeting
Budget	<ul style="list-style-type: none">✓ Review of budget with S. Schunk
Students	<ul style="list-style-type: none">✓ Meeting with RN to BSN student✓ Speaker at Med. Adm. Assistant training on public health

Director/Health Officer's Monthly Report

Gail M. Scott, RN, BSN

Updated to 12/31/12

November 2012	
Administration	<ul style="list-style-type: none">✓ WALHDAB Meeting✓ County Board Meeting✓ Jefferson County Interagency Collaboration Committee Meeting✓ Department Head Meeting✓ Dodge-Jefferson Healthier Community Partnership Board Meeting
Preparedness/Emergency Response	<ul style="list-style-type: none">✓ Preparedness Meeting
Environmental Health	<ul style="list-style-type: none">✓ Lead property meeting
Personnel Management	<ul style="list-style-type: none">✓ Jail RN position
Consolidated Contracts	<ul style="list-style-type: none">✓ Keeping Kids Alive Annual Conference✓ MCH Grant negotiations conference call
Access to Care	<ul style="list-style-type: none">✓ Wrote Komen Grant✓ Community Dental Clinic Board Meeting
Budget	<ul style="list-style-type: none">✓ Budget review with S. Schunk
Communicable Disease	<ul style="list-style-type: none">✓ Immunization Billing Summit

December 2012	
Administration	<ul style="list-style-type: none">✓ WALHDAB Meeting✓ Health Officer Webcast
Preparedness/Emergency Response	<ul style="list-style-type: none">✓ Preparedness Meeting✓ Fort Atkinson Water Utility Preparedness Exercise✓ Strategic National Stockpile and Mass Clinic Exercise✓ EOC Teleconference
Environmental Health	<ul style="list-style-type: none">✓ DNR Hearing for Day Break Eggs in Lake Mills
Consolidated Contracts	<ul style="list-style-type: none">✓ Cribs for Kids Meeting
Communicable Disease	<ul style="list-style-type: none">✓ Immunization Grant Meeting with IPMA
Healthy Lifestyles	<ul style="list-style-type: none">✓ Substance Abuse Coalition Meeting
Budget	<ul style="list-style-type: none">✓ WIC end of year budget
Students	<ul style="list-style-type: none">✓ Met with RN to BSN student